



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF INDUSTRIAL ACCIDENTS

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ADMINISTRATIVE BULLETIN

To: All Parties
CC: Administrative Judges, Conciliators and Judicial Support Staff
From: Omar Hernández, Senior Judge
Re: Form 140 Conference Memorandum
Date: July 1, 2015

Please be advised that the effective July 6, 2015, that the first and second paragraph of page 2 of the Conference Memorandum will be amended as follows: The attorneys will no longer need to initialize the paragraphs and the two paragraphs will be merged into one paragraph and read as follows:

Medical documents for the Impartial Physician:

I certify that all medical documents to be sent to the Impartial physician have been submitted in an electronic format or CD form (PDF, bookmarked and text recognized) **on or before the date** of the scheduled Conference proceeding.

If hypothetical questions are submitted, they must be submitted as a separate document.

Non-medical documents:

I certify that all non-medical documents have been submitted in an electronic format or CD form (PDF, bookmarked and text recognized) **on or before the date** of the scheduled Conference proceeding.

Please note that the actual hard copy, tabbed and index documents that are submitted to the Administrative Judge are *solely* for the Judge's review and the Judge's copy will not be submitted to the impartial physician.

Please note that any *additional* medical documents that were not part of the Conference packet will only be accepted and forwarded if received by the Department at least **fifteen business days** prior to the scheduled impartial examination. Any *additional* medical documents received within fifteen days of the examination will only be accepted at the discretion of the Administrative Judge and the Senior Judge.